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**MINUTES OF MEETING
BALLANTRAE
COMMUNITY DEVELOPMENT DISTRICT**

9 The Regular Meeting of the Board of Supervisors of the Ballantrae Community Development
10 District was held on Monday, March 4, 2019 at 6:30 p.m. at the Ballantrae Community Center, 17611
11 Mentmore Boulevard, Land O'Lakes, Florida 34638.

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FIRST ORDER OF BUSINESS – Roll Call

18 Mr. Flateau called the meeting to order and conducted roll call.

19 Present and constituting a quorum were:

20 James Flateau	Board Supervisor, Chairman
21 Richard Levy	Board Supervisor, Vice Chairman
22 Steve Bobick	Board Supervisor, Assistant Secretary
23 Chris Milano	Board Supervisor, Assistant Secretary
24 Tony Thomas	Board Supervisor, Assistant Secretary

25 Also present were:

26 Raymond Lotito	District Manager, DPGF Management & Consulting LLC
27 Patricia Comings-Thibault	District Manager, DPGF Management & Consulting LLC
28 Garry Kubler	Maintenance Supervisor
29 Tonja Stewart	District Engineer, Stantec Consulting
30 Joe Hamilton	Genesis Land Maintenance
31 Brian Mahar	Yellowstone Landscape

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The following is a summary of the discussions and actions taken at the March 4, 2019 Ballantrae CDD Board of Supervisors meeting.

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SECOND ORDER OF BUSINESS – Audience Questions and Comments on Agenda Items

42 The Board was approached to request a renewal of the contract to provide swimming lessons at the
43 amenity center. Additionally, Ph.D.-serts Cakes approached the Board to request a renewal of their contract
44 to provide cake decorating classes once a month. Mr. Flateau advised both vendors that in the future when
45 renewals are coming up, if you're not changing anything, to let Mr. Kubler know so that he can bring it up
at the meeting.

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On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the motion to allow the continuation of Swimming Lessons for the Ballantrae Community Development District.

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On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved the motion to allow the continuation of Cake Decorating Classes offered by Ph.D.-serts Cakes once a month for the Ballantrae Community Development District.

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THIRD ORDER OF BUSINESS – Professional Reports

62 A. District Counsel

63 There being none, next item followed.

64 B. Exhibit 1: Landscape Maintenance – Yellowstone Maintenance Report

- 46 ➤ Update on Cost for Plants at Ayrshire Stormwater Structure
- 47 ➤ Update on Re-Seeding of North and South Sides of Structure

48 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
49 the motion to replace the juniper plants and to accept both bids from Yellowstone Landscape in the amount
50 of \$440.75 and \$685.00 to be expended from Line Item 61 Replace Plants, Mulch and Trees for the
51 Ballantrae Community Development District.

52 C. DPFPG Field Report

- 53 ➤ Exhibit 2: February Operations Report & Grade Sheet
- 54 ➤ Exhibit 3: February Score Card

55 D. Engineer Report – Stantec

56 Ms. Stewart advised the Board of an erosion issue that was discovered to be next to the pedestrian
57 path around pond number 33 (Ayrshire Boulevard) on the east side of Ballantrae Boulevard. Discussion
58 ensued.

59 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
60 the motion to repair the erosion at pond number 33 on Ayrshire Boulevard with a not to exceed of \$8,500.00
61 to be expended from Line Item 118 Emergency Reserve for the Ballantrae Community Development
62 District.

63 E. Exhibit 4: Pond Manager – American Eco-Systems

64 **FOURTH ORDER OF BUSINESS – Administrative Matters**

65 A. Exhibit 5: Consideration & Approval of Minutes of the February 4, 2019 Meeting

66 *The approval of the minutes is tabled to the March 27, 2019 minutes to correct the line items as*
67 *noted by the Board.*

68 B. Exhibit 6: Consideration & Acceptance of the January 2019 Financial Statements

69 Mr. Plateau suggested moving line item 66 to line item 109 to correct the deficit. He suggested
70 making an adjustment of \$3,514.00 from Emergency Reserves to pay for Insurance and to drop the line
71 item for Clubhouse Cleaning down a line item to Clubhouse Maintenance. Additionally, in regards to the
72 line item for Security Gate Service, he suggested making an adjustment of \$644.00 from O&M
73 Contingency to pay for the overture. Lastly, he suggested moving the unfavorable variance of \$96.00 that
74 was budgeted to an account that was not funded to line number 95.

75 On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved
76 the January 2019 Financial Statements with corrections for the Ballantrae Community Development
77 District.

78 C. Exhibit 7: Ratification of New Tampa Fence Proposal – Ayrshire Storm Water Structure Fence -
79 \$900

80 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
81 the motion to ratify the New Tampa Fence proposal and to expend the amount of \$900.00 from Line Item
82 66 Field Miscellaneous for the Ballantrae Community Development District.

83 D. Exhibit 8: Ratification of Innovative Employer Solutions Agreement and Review of Paychex
84 Payroll Termination Letter

85 On a MOTION by Mr. Bobick, SECONDED by Mr. Levy, WITH ALL IN FAVOR, the Board approved
86 the motion to approve the contract with Innovative Employer Solutions, Inc. for the Ballantrae Community
87 Development District.

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89 **FIFTH ORDER OF BUSINESS – Business Matters**

90 A. Old Business

91 There being none, next item followed.

92 B. New Business

93 1. Consideration and Acceptance of Well Drilling Proposals

94 a. Exhibit 9: Accurate Well Drilling - \$12,479.64

95 b. Exhibit 10: Huss Well Drilling - \$18,990.00

96 c. Exhibit 11: Yellowstone - \$5,201.20 plus \$30.00 per foot to drill

97 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board approved
98 the motion to award the contract to Yellowstone with a not to exceed of \$14,200.00 to be expended from
99 Line Item 119 Asset Reserve for the Ballantrae Community Development District.

100 2. Consideration and Acceptance of Ceiling Fan Proposals for Pool Structures

101 a. Exhibit 12: Amazon - \$1,399.96

102 b. Exhibit 13: Dan's Fan City - \$1,886.77

103 c. Exhibit 14: Home Depot - \$899.95

104 d. Exhibit 15: Lowe's - \$1,899.95

105 *This item was deferred. The Chairman stated that the decision of the fan replacement should*
106 *be left to the Maintenance Supervisor.*

107 3. Consideration and Acceptance of ADA Website Proposals

108 a. Exhibit 16: ADA Site Compliance

109 b. Exhibit 17: ClearTech Interactive

110 c. Exhibit 18: Horton Group

111 d. Exhibit 19: Onix

112 e. Exhibit 20: VenturesIn.Com

113 f. Exhibit 21: Webstix

114 g. Exhibit 22: 360 PSG.com

115 *The discussion of this matter is tabled to the March 27, 2019 meeting.*

116 4. Consideration and Acceptance of Basketball Fence Repair Proposal

117 a. Exhibit 23: New Tampa Fence - \$4,700/25% Deposit Required

118 *This item was deferred. The Chairman commented that the fence is not in need of immediate*
119 *repairs at this time and suggested tabling the discussion of this matter to the next fiscal year.*

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121 **SIXTH ORDER OF BUSINESS – Staff Reports**

122 A. District Manager

123 Ms. Comings-Thibault asked the Board for their opinion on using tablets instead of printed copies
124 of the agenda.

125 B. Maintenance Supervisor

126 There being none, next item followed.

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128 **SEVENTH ORDER OF BUSINESS – Audience Comments on Other Items**

129 There being none, next item followed.

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131 **EIGHTH ORDER OF BUSINESS – Supervisor Comments and Requests**

132 There being none, next item followed.

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134 **NINTH ORDER OF BUSINESS – Adjournment**

135 Mr. Fleteau asked if there were any other items of new business. There being no new additional
136 items, and upon a motion, seconded and unanimously carried, Mr. Fleteau declared the meeting adjourned
137 at 8:09 p.m.

138 On a MOTION by Mr. Levy, SECONDED by Mr. Bobick, WITH ALL IN FAVOR, the Board adjourned
139 the meeting for the Ballantrae Community Development District.

140 **BALLANTRAE EXPENDITURE APPROVALS FOR THE MONTH OF MARCH 2019**

Line Item No.	Line Title	Description	Vendor	Amount
61	Replace Plants, Mulch & Trees	Replace juniper plants at Ayrshire Stormwater Structure	Yellowstone	\$440.75
61	Replace Plants, Mulch & Trees	Re-Seeding of North and South Sides of Structure	Yellowstone	\$685.00
118	Emergency Reserve	Repair Pond Erosion on Ayrshire Boulevard	TBD	NTE \$8,500.00
66	Field Miscellaneous	Replace chainlink, 1 new top rail, and add bottom tension wire around fence line at retention pond on Ayrshire Boulevard	New Tampa Fence	\$900.00
119	Asset Reserve	Well drilling, installation of new pump and motor, and electric and main line trenching	Yellowstone	NTE \$14,200.00

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142 **Each person who decides to appeal any decision made by the Board with respect to any matter considered*
143 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*
144 *including the testimony and evidence upon which such appeal is to be based.*

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146 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
147 **meeting held on March 27, 2019.**

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Signature



Signature

149 Raymond Lotito

James Flateau

Printed Name

Printed Name

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151 **Title:** **Secretary** **Assistant Secretary**

Title: **Chairman** **Vice Chairman**

Signature

Signature

149 Raymond Lotito

James Fleteau

Printed Name

Printed Name

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151 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman